

(1) Provide the name of school and address of the principal office as defined in Iowa Code Section 490.140 or 510.141: [(261B.4(2))] and [(261B.4(1))]

Name of School: Suite: Street:
Tulsa Welding School 2545 E. 11th Street
City: State: Zip: Country:
Tulsa OK 74104 USA

Telephone Number for the schools' primary state authorization contact (including country or area code):

OK - Nora House (405) 528-3370; FL - Brandon Eldridge (850) 245-3200

E-mail address for the schools' primary authorization contact:

OK - nhouse@obpvs.ok.gov; FL - Brandon.Eldridge@fldoe.org

(2) Type of school: ☒ For-profit ☐ Non-profit ☐ Public

(3) If applicable, provide the address of all locations in Iowa where instruction will occur. For a school that is applying for registration to offer distance education programs and who has established, or plans to establish a permanent Iowa site(s) at which students will participate in a structured field experience, the school may record below the location of that Iowa field experience site(s). N/A; Recruitment and advertising only.

Suite: Street:

City: State: Zip:

Telephone:

(4) Provide the total estimated tuition charges, fees and other costs payable to the school by a student over the course of each entire program. [(261B.4(3))] If the school is applying to offer both residential programs that require some face-to-face interaction between student and faculty at an Iowa location, in addition to programs that are offered fully "at a distance," please separately list distance education programs, as illustrated below.

Residential Program to be Offered in Iowa	Tuition	Fees	Books and Supplies	Other	Estimated Total Program Charges
Professional Welder	15,288	1,815	850	252	18,205
Pipefitting*	11,508	950	1,150	200	13,808
AOS in Welding Technology*	15,980	1,205	2,115	252	19,552
Shipfitting & Steel Fabrication	15,525	765	765	252	17,307
Electro-Mechanical Technologies**	16,500	50	1,442	75	18,067
Refrigeration Technologies**	10,000	50	1,350	75	11,475
Electronic Systems Technician**	15,200	450	1,025	75	17,250

*Available at the Tulsa, OK campus only

**Available at the Jacksonville, FL campus only

Distance Education Program to be Offered in Iowa	Tuition	Fees	Books and Supplies	Other	Estimated Total Program Charges
N/A					

(5) Please list all distance education programs that include a structured field experience that the school will permit an Iowa resident to participate in at an Iowa location. For each program that includes a field experience, please attach documentation that describes the expectations of the student, school faculty, and a site supervisor.

N/A

(6) Provide the name of every other State of Iowa agency required to approve the applicant school in Iowa and the school's contact person at the agency. Attach documentation of the school's approval.

State of Iowa Agency Name:

N/A

Contact Person:

Telephone Number:

E-mail address:

(7) Does the school plan to offer in Iowa a program that prepares a student for first-time, licensed professional employment?



No



Yes

List the program and the Iowa professional licensure board that licenses persons to practice the profession for which the school's program prepares a student. For each program, attach documentation demonstrating that the school's program either meets the requirements of a programmatic accrediting agency approved by the Iowa professional licensure board, or that the school's program meets the Iowa professional licensure board's curriculum requirements such that a student who completes the school's program is not required to complete additional coursework or practicum hours that the school did not offer in its program.

(8) Provide a copy, a link to the school's Internet site, or a description of the school's refund policy for the return of refundable portions of tuition, fees, or other charges [(261B.4(4))] For a for-profit school with at least one program of more than four months in length that leads to a recognized educational credential, the school's tuition refund for Iowa students must comply with Iowa Code Section 714.23. For more information about Iowa Code Section 714.23, contact the Postsecondary Registration Administrator or see the *Postsecondary Registration* tab on the Commission's main web page at www.iowacollegeaid.gov.

See Enrollment Agreement Amendment in Tab 1, and School Catalog pages 40-41 in Tab 2.

(9) Provide the name, business address and telephone number of the chief executive officer of the school: [(261B.4(7))]

Name:	Suite:	Street:
Mary Kelly	230	120 N. 44th Street
City:	State:	Zip:
Phoenix	AZ	85034
Country:	Telephone Number:	
USA	(602) 490-3452	

(10) Provide a copy, a link to the school's Internet site, or describe below the means by which the school intends to comply with 261B.9 [(261B.4(8))]:

261B.9 DISCLOSURE TO STUDENTS.

Prior to the commencement of a course of instruction and prior to the receipt of a tuition charge or fee for a course of instruction, a school shall provide written disclosure to students of the following information accompanied by a statement that the information is being provided in compliance with this section:

1. The name or title of the course.
2. A brief description of the subject matter of the course.
3. The tuition charge or other fees charged for the course. If a student is enrolled in more than one course at the school, the tuition charge or fee for all courses may be stated in one sum.
4. The refund policy of the school for the return of their fundable portion of tuition, fees, or other charges. If refunds are not to be paid, the information shall state that fact.
5. Whether the credential or certificate issued, awarded, or credited to a student upon completion of the course or the fact of completion of the course is applicable toward a degree granted by the school and, if so, under what circumstances the application will be made.
6. The name of the accrediting agency recognized by the United States department of education or its successor agency which has accredited the school.

Please see attached School Catalog in Tab 2.

1. School Catalog Pages 7-20
2. School Catalog Pages 7-20
3. School Catalog Pages 21-22
4. School Catalog Pages 40-41 (Iowa) or 37-38 (Institutional)
5. School Catalog Page 17
6. School Catalog Page 4

(11) Provide the name, address, and telephone number of a contact person in Iowa. [(261B.4(10))]. If the school is applying for distance education and has registered with the Iowa Secretary of State as a for-profit or non-profit corporation transacting business in Iowa, please list the corporation's Iowa registered resident agent.

Name:	Suite:		
NCR, LTD	222		
Street:	City:	State:	Zip:
604 Locust Street	Des Moines	IA	50309
Country:	Telephone Number (including country or area code):		
USA	1-800-483-1140		

(12) Provide the name, address, and title of the other officers and members of the legal governing body of the school: [(261B.4(6))]

Officer Number 1			
Name:	Suite:		
See Tab 3 for Officer and Ownership Information.			
Street:	City:	State:	Zip:

Country:

Telephone Number (including country or area code):

For officers 2 or more, add pages as needed.

(13) For a for-profit institution, provide the names and business addresses of persons owning more than 10% of the school: [(261B.4(6))]

See Tab 3 for Officer and Ownership Information.

Name:

Suite:

Street:

City:

State:

Zip:

Country:

Telephone Number (including country or area code):

For owners 2 or more, add pages as needed.

(14) Name all agencies accrediting the institution or programs offered in Iowa **that are recognized by the U.S. Department of Education**. [(261B.4(9))] Attach a copy of the school's accreditation status for each agency. Provide all documentation in the school's records about any pending or final accrediting agency sanction.

If the school is applying to initiate in-person instruction at an Iowa location and the school's accrediting agency has not approved the Iowa location, provide documentation from the accrediting agency that its approval is not required or the school's request for approval of an the Iowa location will be considered by the accrediting agency upon approval by the Commission.

Accrediting Agency 1

Name:

Suite:

Accrediting Commission of Career Schools and Colleges (ACCSC)

302

Street:

City:

State:

Zip:

2101 Wilson Boulevard

Arlington

VA

22201

Country:

Telephone Number (including country or area code):

USA

(703) 247-4212

Contact Person:

Juanita Gurubatham

Accrediting Agency 2

Name:

Suite:

Street:

City:

State:

Zip:

Country:

Telephone Number (including country or area code):

Contact Person:

Accrediting Agency 3

Name:

Suite:

Street:

City:

State:

Zip:

Country:

Telephone Number (including country or area code):

Contact Person:

For additional accrediting agencies, add additional pages.

(15) Describe the procedures followed by the school for safeguarding (e.g., storage, security and back-up processes) and preservation of student records. [(261B.4(12))]

All records of enrolled students are maintained in the student's electronic files via ImageNow and CampusVue, our electronic filing systems. Additional electronic records, including attendance and grades, are entered in to the CampusVue computer system, backed up daily, and stored indefinitely.

(16) Provide the contact information to be used by students and graduates who seek to obtain transcript information.

Name:

Suite:

Temple Owens (OK); Patti Baker (FL)

Street:

City:

State:

Zip:

2545 E. 11th St.; 3500 Southside Blvd. Tulsa; Jacksonville OK; FL 74104; 32216

Country:

Telephone Number (including country or area code):

USA

(918) 587-6789 (OK); (904) 646-9353 (FL)

E-mail address and/or web site:

Compliance@twsweld.com; www.weldingschool.com

(17) List the states and licensure/authorization agencies for all states that require the school to obtain authorization to operate, maintain a presence, or offer distance education in that state. Attach documentation of the school's licensure/authorization status in each state. Do not list states in which the school's status is "exempt."

State: See Tab 5 for State License/Authorization List. Agency Name:

(18) Has a state ever revoked the school's approval to operate in that state?

☒ No ☐ Yes. If yes, attach documentation from the state of its revocation action.

(19) Has a state sanctioned the school within the year prior to the date of this application?

☒ No ☐ Yes. If yes, attach documentation from the state of its sanction action.

(20) Is the school presently under investigation by or bound to the terms of a judgment issued by a state's attorney general or other enforcement authority?

☒ No ☐ Yes. If yes, attach documentation of the investigation or judgment from the enforcement authority.

(21) Will the school certify that it will immediately notify the Commission of any pending or final sanction issued by the school's accrediting agency, another state agency that registers or licenses the school during its Iowa registration term, or a state attorney general's office or other enforcement authority?

☒ Yes ☐ No

(22) Describe the academic and instructional methodologies and delivery systems to be used by the school and the extent to which the school anticipates each methodology and delivery system will be used,, including, but not limited to, classroom instruction, correspondence, internet, electronic telecommunications, independent study, and portfolio experience evaluation. [(261B.4(13))]

Instruction for each of our Tulsa Welding School campuses is completed through a combination of lab work, class work, and outside preparation for certain courses.

(23) Is the school subject to a limitation, suspension or termination (LST) order issued by the U.S. Department of Education?

☐ Yes ☒ No

Please attach a copy of the school's current federal student aid Program Participation Agreement with the U.S. Department of Education.

See Tab 6 for Program Participation Agreement.

(24) Do you currently:

Enroll students in Iowa? ☐ No ☒ Yes. How many? 1/1/13 to 12/31/13 = 14; 11 for OK and 3 for FL

Employ Iowa faculty ☒ No ☐ Yes. How many full-time? How many part-time?

Provide the name(s) of and business contact information for any Iowa resident that the school compensates to provide instruction or academic supervision in the programs its offers in Iowa.

N/A

(25) Do you compensate Iowa residents to perform other operational activities for the school besides teaching (e.g., program or Iowa site coordinator, call-taker, admissions representative)? ☐ No ☒ Yes

Provide the names, titles, and business contact information for all Iowa residents that the school compensates to provide operational support other than teaching. Attach a resume, other documentation, or provide a link to the school's Internet site that provides a curriculum vitae summary for each Iowa resident employee who is a *full-time program or Iowa site coordinator*.

We have Agents that are available to recruit in Iowa, but they are not residents of Iowa. Roger Claxton (Tulsa, OK), James Krier (Tulsa, OK), Gabriel Zambrano (Tulsa, OK), and David Cahill (Jacksonville, FL).

(26) Of the total number of faculty (including those that may not be Iowa residents) who will provide instruction in programs offered to Iowa residents, how many are full-time? 29 (OK); 29 (FL) How many are part-time? 1 (FL)

Attach resumes, other documentation, or links to your Internet site that describe 1) the educational and experiential qualifications of all faculty or instructors who teach the courses offered to Iowans, and 2) the general subject matter in which they teach.

See Faculty Addendum enclosed in Tab 2.

(27) How will your school comply with *Iowa Code* section 261B.7, which requires the school to disclose that it is registered by the Commission, including and provide the Commission's contact information for student questions or complaints?

See School Catalog (page 4) and Catalog Addendum (page 1) in Tab 2.

(28) Will your school comply with the requirements of Iowa Code Section 261.9(1)"e" to "h"?

☒ Yes ☐ No

Note: Schools that apply for registration to offer distance education programs and who have no compensated parties working remotely for the school from an Iowa location are not required to comply with Iowa Code Section 261.9(1)"h". For more information about Iowa Code Section 261.9(1), please contact the Postsecondary Registration Coordinator or see the Postsecondary Registration/Authorization tab on the Commission's main web page at www.iowacollegeaid.gov.

You must attach policies that are ready for implementation upon registration approval and that comply with these requirements.

Applicable policies can be found in Tab 7 (Student Right-to-Know) and Tab 8 (Additional Policies).

(29) Does the school agree to file annual reports that the Commission requires from all Iowa colleges and universities? (Note: at this time the Commission does not require annual reports for out-of-state distance education program providers.)

☒ Yes ☐ No

(30) Attach a copy of the applicant school's most recent independent audit report prepared by a certified public accounting firm no more than 12 months prior to the application and state below where, in the audit report, there is evidence that the auditor is providing an unqualified opinion.

Note: A school may submit to the Postsecondary Registration Coordinator financial statements associated with an independent audit in a separate electronic file that is marked confidential. The Commission will not treat as public records financial statements that a school identifies as confidential.

See Tab 9 for Audited Financial Statements.

(31) Describe how your school provides students with learning resources, including appropriate library and other support services requisite for the school's programs.

Please refer to the Facilities section in the School Catalog (page 5) in Tab 2 for each campus location.

(32) Provide evidence that faculty within an appropriate discipline are involved in developing and evaluating curriculum for the program(s) to be registered in Iowa.

See Tab 10 for a letter from the Campus President at each campus location as evidence of faculty involvement in curriculum.

(33) If applicable, please provide evidence that the school has adequate physical facilities appropriate for the program(s) and students services to be offered and are located in the state. For a school that applies for registration to open a fixed instructional site, include a copy of a signed agreement for a facility purchase or lease or option to purchase or lease.

See Tab 11 for copies of the floor plan of each campus.

(34) For a for-profit institution, provide an organizational plan that shows the physical address and contact information for all internet-based and site-based educational locations, administrative, and service centers operated by the applicant and any parent organization.

Refer to Catalog and School Catalog Addendum in Tab 2.

(35) Provide documentation showing the school's policy for the resolution of student and graduate comments and complaints. Provide complete contact information to which complainants may be referred.

Refer to School Catalog page 35 and Catalog Addendum page 1 in Tab 2.

(36) Provide the U.S. Department of Education cohort default rate for each associated organizational entity for which the U.S. Department of Education reports a cohort default rate.

See Tab 12 for Cohort Default Rates.

37) Provide the average debt upon graduation of individuals completing programs at each branch location and the entire organization,

See Tab 8 for Student Right-to-Know Information which contains the median debt upon graduation.

(38) Provide the U. S. Department of Education cohort graduation rate for each branch location and the total organization, showing rates for graduates of diploma, two-year, and four-year, programs if those rates are reported to the U. S. Department of Education National Center for Education Statistics.

See Tab 13 for Cohort Graduation Rates as reported for IPEDS.

SIGNATURE

Applicant School Chief Executive Officer

Mary Kelly

Name

Signature

President & CEO

Title

Date

By my signature above, I commit to the delivery of programs this school offers in Iowa, and agree to provide alternatives for students to complete programs at other institutions if the applicant school closes the program before students have completed their courses of study.

Additional Instructions:

- If any information in this application changes between the time the Commission of application Commission action, the school must inform the Commission in writing.
- A registration fee of \$1000 is due and payable to the State of Iowa upon registration approval.
- Registrations must be renewed every two years. During a registration term, a school must submit a written request for amendment and remit an additional \$1000 amendment fee upon any substantive change in program offerings, location, or accreditation.
- During a registration term, changes that occur to the information provided in this application must be submitted in writing (e-mail is acceptable) to the Postsecondary Registration Coordinator within 90 days of the change (e.g., a new program that does not required the approval of an agency of the state of Iowa).
- During a registration term, a school that offers distance education programs that include a mandatory structured field experience must notify the Commission of the Iowa field experience location within 90 days of establishing the Iowa field experience site.